

The purpose of this market survey is to determine whether interested business concerns, including large businesses, SBA certified 8(a) firms, Service Disabled Veteran Owned Small Business and other small business concerns; in the industry have the capability to fulfill one or more requirements of the current Federal Aviation Administration (FAA) Analytic and Technical Engineering Support Services (FATESS) contract within the FAA Office of Commercial Space Transportation (AST). Also, to aid the FAA in its determination as to whether adequate competition exists to set-aside part of the competition for eligible socially and economically disadvantaged businesses that are certified by the Small Business Administration (SBA) for participation in the SBA's 8(a) Program, and Service Disabled Veteran Owned Small Business to provide this work. The NAICS code for this effort is 541990. The FATESS contract involves:

- 1) Providing a better understanding of domestic and international commercial launch systems, launch markets, and regulatory environments; and by
- 2) Developing reliable statistical, technical and economic data characterizing the commercial launch industry and related markets.

This announcement is a Market Survey / Request for Information (RFI) only. This announcement is neither a Screening Information Request (SIR) nor a Request for Proposal (RFP) of any kind. Further, the Federal Aviation Administration is neither seeking nor accepting unsolicited proposals. This market survey should not be construed as a commitment to issuing a SIR as a result of the market survey. In addition, The FAA will not pay for any costs incurred in response to this Market Survey / Request for Information.

Fulfillment of FATESS tasks requires the use of a qualified contractor or contractors to efficiently achieve the contract objectives. Interested parties are invited to provide a response in the form of a White Paper subject to the following constraints:

- One response per company.
- RFI White Paper must be completed following the instructions in Attachment 1. All documents must be provided electronically in Microsoft Word, RTF, or Adobe PDF formats.
- Proprietary information submitted will be protected if appropriately marked.

Attachment 2 contains a draft statement of work outlining the tasks and requirements of the FATESS contract.

The RFI response should consider the information contained in Attachment 2 and the respondent is encouraged to demonstrate knowledge, experience and understanding of FATESS tasking requirements by completing the RFI white paper as directed in Attachment 1. All respondents must fully complete Attachment 3.

Questions and Comments

The Government welcomes questions and comments on this Market Survey including the DRAFT SOW and other procurement reference materials. Questions and comments will be accepted by the Contracting Officer via e-mail until **10:00am on May 18, 2009; no other form**

of questions or comments will be accepted. (see email address below) Responses to the questions and comments will be provided to interested vendors prior to the submission due date.

Market Survey Submission

All qualified vendors must provide their submission to this Market Survey via email with attachment(s) no later than 12:00 noon on June 2, 2009. Submissions received after this date and time will be determined late and will not be considered.

Submissions must be formatted in Microsoft Word 2003 and attached to the e-mail. Submissions are limited to single sided - 8-1/2 x 11, minimum 12 point font, and should not include questions and comments. It is preferred that the submission be incorporated as a single file attachment.

Please send your submission to the following point of contact by **12:00 pm, June 2, 2009:**

Anthony Hubbard, Contracting Specialist
Federal Aviation Administration
800 Independence Avenue, S.W., Room 402
Washington, DC 20591
(202) 493-4356(phone) (202) 267-5142 (fax)
Anthony.Hubbard@faa.gov (email)

ATTACHMENT 1:

Response Instructions for the FAA Analytic and Technical Engineering Support Services (FATESS) Contract Request For Information

The FAA Analytic and Technical Engineering Support Services (FATESS) contract Request For Information White Paper must consist of the following:

1. Title Page – should be a single cover sheet and contain the following information:
 - Vendor Name
 - Principal Point Of Contact (POC) name
 - POC mailing address
 - POC contact information (telephone number, fax number, email addresses)
 - Disclosure Information
 - Date
2. Section 1. Vendor Overview – should be limited in length to no more than 2 pages and contain the following information:
 - Description of company (e.g., mission, goals, primary goods and/or services rendered, primary markets served, etc.)
 - List of principal personnel (e.g., management team, board of directors, etc.)
 - List of past customers.
3. Section 2. Qualifications – should be limited in length to no more than one page per task addressed, and contain descriptions and/or examples (including a listing of past U.S. Government contracts) demonstrating the vendor's ability to accomplish any (i.e., one or more) or all of the three anticipated tasks of the FATESS contract. The tasks that should be addressed include:
 - Task 1: Space Transportation Database Maintenance And Support
 - Task 2: Commercial Space Transportation Reports And Analyses
 - Task 3: Licensing And Rulemaking Support
 - Task 4: Programmatic Planning, Analysis, And Support
4. Business Declaration Form

ATTACHMENT 2:

Draft Statement of Work for the FAA Analytic and Technical Engineering Support Services (FATESS) Contract

BACKGROUND

The Federal Aviation Administration's Associate Administrator for Commercial Space Transportation (AST) licenses and regulates U.S. commercial space launch activity as authorized by Executive Order 12465 and Commercial Space Launch Activities, Title 49 of the United States Code, Subtitle IX, Chapter 701 (formerly the Commercial Space Launch Act of 1984). AST's mission is to regulate the U.S. commercial launch industry; license commercial launch operations to ensure public health and safety and the safety of property; and protect national security and foreign policy interests of the United States during commercial launch operations. In addition, the Federal Aviation Administration encourages, facilitates, and promotes commercial space launches and licenses launch and reentry sites.

PURPOSE AND SCOPE

This contract will require specialized analytical services to investigate, assess, and report on domestic and international factors influencing the development and expansion of the U.S. commercial space launch industry.

The overall purpose of this contract will be to support AST's mission as described above. In particular, the contract will contribute towards AST's fulfillment of its statutory roles in policy-making, regulation, and industry promotion by: 1) providing a better understanding of domestic and international commercial launch systems, launch markets, and regulatory environments; and by 2) developing reliable statistical, technical and economic data characterizing the commercial launch industry and related markets. This effort is specifically directed towards providing an ongoing capability to analyze the economic, technological, and market-related factors and trends shaping the development of domestic and international space launch industries. It will also support AST in the development of reports, papers, and outreach documents concerning commercial space transportation-related industries and markets.

TASKS

TASK 1: COMMERCIAL SPACE TRANSPORTATION DATABASE MAINTENANCE AND SUPPORT

Previous contractors maintained a large database of past, present, and future space launch activity. This effort provided OCST staff with access to a computerized database and associated reports and applications containing information on launch systems, payloads, launch sites, and market information, as well as technical and associated information resources. In support of these objectives, the contractor shall perform the following activities:

- Database Research and Maintenance – Provide data support for the database. This task includes data gathering, error checking, data verification, interviews, data entry, source archiving, and weekly uploads to the FAA/OCST local area network.
- Database Programming – Provide programming upgrades to database forms and reports and maximize operational efficiency by continuous error checking, bug identification and bug fixes in a timely manner.
- Database Documentation - Update and expand the database user's manual, data dictionary, and other supporting documentation.
- Ad Hoc Queries – Provide reports and tables based on ad hoc queries not otherwise supported by the standard reports already available in the database.

TASK 2: COMMERCIAL SPACE TRANSPORTATION REPORTS AND ANALYSES

The previous contractor supported the development, preparation, and publication of several reports and analyses related to commercial space transportation, including:

- Quarterly Launch Reports – These reports summarize recent and scheduled worldwide commercial, civil, and military orbital space launch events.
- Weekly Launch Reports - The contractor shall prepare and deliver weekly worldwide launch schedule status reports delivered via e-mail to OCST.
- Commercial Space Transportation Developments and Concepts Report – An annual report providing company background, design, and technical information on all major expendable and reusable launch vehicle programs as well as spaceports and enabling technologies.
- Commercial Space Transportation Forecast for Non-Geosynchronous Orbit (NGSO) Report – An annual forecast report to include business development information, modeling, analysis, and updates to an NGSO database, assessing launch demand for payloads seeking international launch services to orbits other than geosynchronous (GSO) orbit.
- Commercial Space Transportation Year in Review Report – An annual report summarizing U.S. and international launch activities for the previous calendar year and the previous five years of commercial launch activities.
- Commercial Launch Contracts Reports – A monthly report summarizing announced GSO and NGSO commercial launch contract wins for primary payloads by U.S. and international commercial launch providers. The report will also contain totals to date for the current calendar year, and prior year activity.
- Economic Impact of Commercial Space Transportation on the U.S. Economy – A report quantifying the direct, indirect, and induced impacts of commercial space transportation activities on the national economy. The methodology shall include interviews of aerospace organizations to collect data and run this data through previously developed models to obtain the results and write the report.
- Ad Hoc Reports – Briefings, reports, and/or statistical analysis on topics of interest to AST that must be produced quickly. Additionally, this category includes Special Reports, sometimes for inclusion in the Quarterly Reports.

TASK 3: LICENSING AND RULEMAKING SUPPORT

The previous contract encompassed activities to support the FAA's licensing and rulemaking activity, including:

- National Paperwork Reduction Act Support – Supporting the FAA in satisfying the certification requirement for Paperwork Reduction Act submissions.
- Cost-Benefit Analysis of Rules – Developing regulatory evaluations that identify the economic impacts expected to result from proposed FAA rulemaking and, where possible, estimate the magnitude of these impacts. These evaluations shall also discuss the impact of the current rulemaking on international trade, small businesses and small government entities, and unfunded mandates.

TASK 4: PROGRAMMATIC PLANNING, ANALYSIS, AND SUPPORT

Activities to support the FAA AST's existing and new programmatic activities, a wide variety of planning, analytical, and support functions are required, including:

- Both high-level and detailed conceptual work of new programmatic initiatives.
- Analysis of operations and integration of AST's new or existing programs with other programmatic issues relating commercial space transportation (both within as well as external to the FAA).
- Development and analysis of programmatic and organizational options, evaluation of possible courses of action, and recommended appropriate responses.
- Facilitation of long-range organizational and programmatic planning.

**ATTACHMENT 3
BUSINESS DECLARATION FORM**

Tax Identification No.:

1. Name of Firm: _____
2. Address of Firm: _____
3. Telephone Number of Firm: _____

4. a. Name of Person Making Declaration _____
- b. Telephone Number of Person Making Declaration _____
- c. Position Held in the Company _____

5. Controlling Interest in Company ("X" all appropriate boxes)

- ☐ a. Black American ☐ b. Hispanic American ☐ c. Native American ☐ d. Asian American
- ☐ e. Other Minority (Specify) _____ ☐ f. Other (Specify) _____
- ☐ g. Female ☐ h. Male ☐ i. 8(a) Certified (Certification letter attached) ☐ j. Service Disabled Veteran Small Business

6. Is the person identified in Number 4 above, responsible for day-to-day management and policy decision making, including but not limited to financial and management decisions?

- ☐ a. Yes ☐ b. No (If "NO," provide the name and telephone number of the person who has this authority.)

7. Nature of Business (Specify all services/products (NAIC)) _____

8. (a) Years the firm has been in business: _____ (b) No. of Employees _____

9. Type of Ownership: ☐ a. Sole Ownership ☐ b. Partnership
- ☐ c. Other (Explain) _____

- | | | | | |
|---|--------------|--------------|--------------|-------|
| 10. <u>Gross receipts of the firm for the last 3 Yrs.</u> | <u>a.1</u> | _____ | <u>b.1.</u> | _____ |
| | <u>Gross</u> | _____ | <u>Gross</u> | _____ |
| <u>a.2. Year</u> | <u>b.2.</u> | <u>a.3</u> | <u>b.3.</u> | |
| <u>Ending:</u> | <u>Gross</u> | <u>Gross</u> | <u>Gross</u> | |

11. Is the firm a small business? ☐ a. Yes ☐ b. No
12. Is the firm a service disabled veteran owned small business? ☐ a. Yes ☐ b. No
13. Is the firm a socially and economically disadvantaged small business? ☐ a. Yes ☐ b. No

**I DECLARE THAT THE FOREGOING STATEMENTS
CONCERNING** _____

ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE, INFORMATION, AND BELIEF. I AM AWARE THAT I
AM SUBJECT TO CRIMINAL PROSECUTION UNDER THE PROVISIONS OF 18 USCS 1001.

- | | | | |
|-------------------------|-------|------------------|-------|
| <u>14. a. Signature</u> | _____ | <u>b. Date:</u> | _____ |
| <u>c. Typed Name</u> | _____ | <u>d. Title:</u> | _____ |

